Forest **Service**	**Washington** **Office**	**1400 Independence Avenue, SW** **Washington, DC 20250**

File Code: 6300
Route To: (5100)

Date: October 2, 2008

Subject: VIPR Data Migration - Data Clean-up

To: Regional Foresters

REPLIES DUE OCTOBER 15, 22, and 31, 2008

I have corresponded on several occasions regarding the implementation of the Virtual Incident Procurement (VIPR) System and migrating data from current preseason agreements residing in existing systems. In the August 19, 6300 letter (VIPR Data Migration), a decision tree was provided to assist acquisition personnel in determining whether existing agreements will be migrated into VIPR. Since that time, it has been determined that existing preseason agreements that were not competed, as well as preseason agreements for buses (competitive or non-competitive) <u>will not be migrated</u>. The inconsistencies in those agreements make it virtually impossible to successfully move the data into a system that is structured around standardization. An updated decision tree reflecting that decision is available: http://fsweb.wo.fs.fed.us/aqm/incident/vipr/migration.php.

I also want to express my appreciation for the efforts of regional personnel in meeting the deadlines for completing entries in EaTIS and the Choosing by Advantages (CBA) tool. The data in these systems has been validated and as expected, some errors were identified which must be corrected. This validation process also revealed that there is information that does not reside in either EaTIS or the CBA tool that is needed for VIPR.

The CBA error report and missing information report are attached and corrections must be made in accordance with the instructions below. Data must be 100 percent accurate by October 31; as data may have to be validated several times to ensure its accuracy, we have identified some interim due dates to provide for this.

- **EaTIS:**

  All EaTIS data is valid and no corrections are required.

- **CBA Tool:**

  The attached CBA Error Report identifies errors contained in each Region's CBA tool. These errors must be corrected in the Region's CBA tool, and the updated CBA tool provided to Chuck Siefke (Chuck Siefke/NONFS/USDAFS) **no later than COB on October 15.** The data will be validated and any remaining errors relayed back to the Region within 48 hours of receipt, beginning October 7. This process will continue until the database is free of errors.

▪ **<u>Missing Information Report:</u>** The attached Missing Information Reports contain a list of information that does not reside in EaTIS or the CBA Tool but is required in VIPR. Each resource category is contained on a separate worksheet and data must be provided for blank fields in each column. The updated spreadsheet shall be provided to Chuck Siefke/NONFS/USDAFS **no later than COB on October 22**. The information will be validated and any necessary corrections relayed back to the Region within 48 hours of receipt, beginning October 7. This process will continue until all data is determined to be valid.

All data must be accurate and complete by October 31.

If you have any questions, please contact Laurie Sonju/WO/USDAFS; (406) 273-9098.

/s/ Ronald E. Hooper
RONALD E. HOOPER
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Enclosures

cc: pdl wo ops aqm directors
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